

Town of Windham

Office of the Town Manager
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MEMORANDUM

To : Town Council
From : Anthony T. Plante, Town Manager 
Date : September 23, 2016
Re : Town Manager's Report

Schedule.

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| T | September 27 | 7:00 p.m. | Council Meeting |
| Th | September 29 | 6:15 p.m. | Finance Committee |
| T | October 4 | 7:00 p.m. | Council Meeting |
| M | October 10 | | Offices Closed (Columbus Day) |
| T | October 11 | 7:00 p.m. | Council Meeting |
| T | October 18 | 7:00 p.m. | Council Meeting |
| T | October 25 | 7:00 p.m. | Council Meeting |
| T | November 1 | 7:00 p.m. | Council Meeting |
| T | November 8 | | No Meeting (Election Day, see Council Rules, Section 1) |
| F | November 11 | | Offices Closed (Veterans Day) |
| T | November 15 | 7:00 p.m. | Council Meeting |
| T | November 22 | 7:00 p.m. | Council Meeting |
| Th | November 24 | | Offices Closed (Thanksgiving Day) |
| F | November 25 | | Offices Closed (Thanksgiving Observance) |

Scheduling Notes.

The Finance Committee will meet at 6:15 p.m. Thursday, September 29, 2016 in Conference Room 1 to discuss the committee's recommendation and presentation regarding a financial system upgrade planned for the Council meeting of October 4, 2016.

Report.

Private Roads Ordinance Work.

Staff is working on ideas discussed at the meeting of September 20, 2016

Local Regulation of Consumer Fireworks.

A draft ordinance (copy attached) has been sent to legal counsel for review and advice. It is based on the 2011 draft Windham ordinance which would have prohibited the use of consumer fireworks, but has been modified to allow consumer fireworks by permit on certain days, similar to the ordinance in Gorham. A discussion item is scheduled for the meeting of October 4, with possible public hearing and vote tentatively planned for October 25.

Anglers Road.

Temporary signals were put up and traffic shifted to the new Anglers Road this past Monday. Paving is planned (weather and temperatures permitting) over the next couple of weeks. Falling nighttime temperatures may require paving to be done during the day. Permanent signals will have to wait for the mast arms to come from the manufacturer. Apparently, projects are backlogged all over the country, but the intersection is functioning, and we hope to have the permanent signals in by the end of the year.

Skate Park.

Work continues on a smaller-scale park, which we hope to have open for a short time before cold weather and winter set in. This fall would be a "soft open" with the possibility of some kind of "grand reopening" in the spring.

Code Enforcement.

Following the recent departure of Heather McNally as code enforcement director, our attention has been focused first on ways to support code staff and keep the work flowing. We are looking at some possible schedule changes to allow more in-office application review time without ad-

versely affecting inspections, and anticipate staff in planning and assessing will step up where they can to help out as well.

We also are working on plans to get a range of stakeholder input, schedule meetings with constituent groups, and develop a candidate profile informed by what we hear before beginning the search for a new director. When the search does begin, I will form an interview committee so that the entire process will closely resemble those for the fire-rescue and police chief positions filled over the last couple of years. These processes incorporated both internal and external stakeholder input and the participation of both the community and area professionals before making appointments.

A new legislative file, TMP-1114, has been added to the Projects and Issues list and sheets to track progress on the search process.

Please refer to the attached projects and issues list and individual project sheets, and let me know if you have any questions.